

Mississippi Secretary of State  
700 North Street P. O. Box 136, Jackson, MS 39205-0136

## ADMINISTRATIVE PROCEDURES NOTICE FILING

AGENCY NAME Mississippi Emergency Management Agency		CONTACT PERSON Allison Killebrew	TELEPHONE NUMBER 601-933-6384	
ADDRESS #1 MEMA Drive		CITY Pearl	STATE MS	ZIP 39208
EMAIL akillebrew@mema.ms.gov	SUBMIT DATE 2/25/13	Name or number of rule(s): 31 Mississippi Administrative Code, Pt. 201, R. 3.1 – 3.11		

Short explanation of rule/amendment/repeal and reason(s) for proposing rule/amendment/repeal: To amend the agency's existing administrative rule regarding Public Records Requests to incorporate an Official Public Records Request Form that will aid in readily identifying a public records request and more efficiently processing said requests.

Specific legal authority authorizing the promulgation of rule: Miss. Code Ann. §§ 25-43 et al, §§ 33-15 et al, §§ 25-61 et al

List all rules repealed, amended, or suspended by the proposed rule: 31 Mississippi Administrative Code, Pt. 201, R. 3.1 – 3.7

## ORAL PROCEEDING:

☒ An oral proceeding is scheduled for this rule on Date: 2/19/2013 Time: 10:00 a.m. Place: #1 MEMA Drive, Pearl, MS 39208

☐ Presently, an oral proceeding is not scheduled on this rule.

If an oral proceeding is not scheduled, an oral proceeding must be held if a written request for an oral proceeding is submitted by a political subdivision, an agency or ten (10) or more persons. The written request should be submitted to the agency contact person at the above address within twenty (20) days after the filing of this notice of proposed rule adoption and should include the name, address, email address, and telephone number of the person(s) making the request; and, if you are an agent or attorney, the name, address, email address, and telephone number of the party or parties you represent. At any time within the twenty-five (25) day public comment period, written submissions including arguments, data, and views on the proposed rule/amendment/repeal may be submitted to the filing agency.


## ECONOMIC IMPACT STATEMENT:

☒ Economic impact statement not required for this rule. ☐ Concise summary of economic impact statement attached.

TEMPORARY RULES	PROPOSED ACTION ON RULES	FINAL ACTION ON RULES
_____ Original filing _____ Renewal of effectiveness To be in effect in _____ days Effective date: _____ Immediately upon filing _____ Other (specify): _____	Action proposed: _____ New rule(s) _____ Amendment to existing rule(s) _____ Repeal of existing rule(s) _____ Adoption by reference Proposed final effective date: _____ 30 days after filing _____ Other (specify): _____	Date Proposed Rule Filed: <u>1/28/2013</u> Action taken: <input checked="" type="checkbox"/> Adopted with no changes in text _____ Adopted with changes _____ Adopted by reference _____ Withdrawn _____ Repeal adopted as proposed Effective date: <input checked="" type="checkbox"/> 30 days after filing _____ Other (specify): _____

Printed name and Title of person authorized to file rules: Robert R. Latham, Jr., Executive Director

Signature of person authorized to file rules: William D. Brown

OFFICIAL FILING STAMP	DO NOT WRITE BELOW THIS LINE OFFICIAL FILING STAMP	OFFICIAL FILING STAMP
<div style="border: 1px solid black; height: 100px; width: 100%;"></div> Accepted for filing by	<div style="border: 1px solid black; height: 100px; width: 100%;"></div> Accepted for filing by	<div style="border: 1px solid black; padding: 10px; text-align: center;">  </div> Accepted for filing by <u>[Signature]</u>

The entire text of the Proposed Rule including the text of any rule being amended or changed is attached.